CALL TO ORDER & INTRODUCTION
1. Meeting called to order at 3:04 p.m.  Carol Kimbrough

ACTION ITEMS
1. Approval of Minutes – March 12, 2014  Carol Kimbrough
   All approved unanimously.  Ms. Flynn and Ms. Storm abstained since they weren't present.
INFORMATION/DISCUSSION/PRESENTATIONS

1. Summer/Fall 2014 Enrollments
   Lori Kildal
   Dr. Kildal reported 581.08 FTES for summer 2014; goal was 900 FTES. Have gone through de-reg process; these numbers are accurate. Fall 2014 goal is 3100 FTES; we’re at 1399.88 FTES.

2. Institution-Set Standards for Student Achievement
   Brian Lofman
   Dr. Lofman shared handout posted on Council’s website. He noted prime examples on Revisions to ACCJC standards, as well as areas in which institution-set standards are needed.

   Ms. Kimbrough suggested a Task Force be created to develop a process. Dr. Lofman would like to see a timeline be developed to have these standards in place prior to the deadline for the next ACCJC Annual Report (Spring 2015).

   Ms. Kimbrough, Ms. Schur-Beymer, Ms. Flynn, Ms. Bliss, Dr. Kildal, Ms. Mercedes Quintero (Mr. Anderson will ask), Ms. Cheryl O’Donnell (Ms. Kimbrough will ask), Ms. Zavala will ask a couple of students at beginning of Fall 2014. Dina will compile list and send to Dr. Lofman.

3. Proposed 16 Week Semester Calendar
   Carol Kimbrough/
   Lori Kildal
   a. California Community Colleges with less than 18 week primary semesters
   b. FAQ 16 Week Semester Calendar
   c. Sample of Academic Calendar 2014-15
   d. 16 Week Draft Scheduling Grid
   e. Student Survey Results
   f. Employee Survey Results
   g. Research Studies – Santa Monica College, Multiple Colleges

   Dr. Kildal explained that a survey was done with everyone to inquire whether there was interest in moving from 18 week to 16 week calendar. Task Committee was formed to begin to look at process. Committee is asking various councils to review all the documents that are listed on our website.

   Dr. Kildal acknowledged hard work of the Committee, kudos especially to Dr. Ann Wright. All classes would start at 8:00am, based on block schedule.

   Dr. Kildal requested everyone review the materials posted on our website. Submit questions to Dr. Kildal and Ms. Kimbrough by the end of May.

4. Student Planning/Degree Audit
   Mark Sanchez/
   LaVerne Cook
   Dr. Sanchez shared background of change from “matriculation” to “student planning” (from SB 1486). Student Affairs has been working with Ellucian to develop student planning program. This allows students to see their progress by catalog year and major. They are in the testing phase now, and are developing a timeline.

   Ms. Cook stated that in order for Degree Audit to work correctly, catalog input has to be correct. The Committee has been trying to troubleshoot as much as they can. This will be a good tool for students to use electronically once the program is finalized.
5. Catalog  Carol Kimbrough/ LaVerne Cook

Ms. Cook reiterated that the input needs to be correct in order for Degree Audit to work. She stressed that we need to comply with the hard deadlines. Catalog deadline date of December has been suggested. Curriculum Committee must stick to the established cutoff date.

Ms. Kimbrough stated tomorrow is the last meeting of Curriculum Committee. She will address this issue at that time. She agrees that we do need to establish deadlines for catalog and schedule.

Ms. Kimbrough requested that everyone review the catalog on the website, and submit any corrections to Dr. Kildal via email. Deadline for corrections is the end of this week.

6. TMC Update  Carol Kimbrough

Ms. Kimbrough shared the PowerPoint presentation posted on the Council’s website. She explained acronyms pertinent to the development of Transfer Model Curriculum degrees. She clarified Ms. Schur-Beymer’s question about the requirement for TMCs; we are only required to establish AA-T or AS-T degrees for majors already in existence at Hartnell.

Last year, we submitted to the Chancellor’s office a list of transfer degrees to be established by 2014. We are obligated to have 16 transfer model programs. We are missing two degrees: Music and Spanish.

7. Evaluation of Shared Governance Process – Academic Affairs Council  Lori Kildal/ Carol Kimbrough

Dr. Lofman explained history of the Governance Task Force. Ms. Kimbrough and Dr. Kildal requested members review the survey results posted on the Council’s website. Members gave their input for the “Summary for Evaluation of Governance Effectiveness” to be submitted to Dr. Lewallen.

8. Catalog Review  Carol Kimbrough

Ms. Kimbrough addressed in item 5.

OTHER ITEMS/BRIEF ANNOUNCEMENTS

Lisa Storm asked that it be noted the DE Plan was not brought back to this agenda. Ms. Kimbrough explained that it was based on discussions in DE Committee. There are additional updates that need to be done.

Ms. Rivera-Sanchez is graduating this semester and is planning to attend UC Davis.

Dr. Kildal thanked everyone for their input this academic year. She also thanked Ms. Kimbrough for all the time she has spent helping to plan the agendas.

Governor’s “May revised” $400,000 growth and more FTES needed. No money allotted for Academic Affairs.

NEXT MEETING(S)

- Wednesday, September 10, 2014
- Wednesday, October 8, 2014
- Wednesday, November 12, 2014
- Wednesday, December 10, 2014

ADJOURNMENT  Lori Kildal/Carol Kimbrough

Meeting adjourned at 5:10 p.m.